

अण्डमान तथा  
Andaman And



निकोबार राजपत्र  
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असाधारण

EXTRAORDINARY

प्राधिकार से प्रकाशित

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अण्डमान तथा निकोबार प्र'ासन  
ANDAMAN AND NICOBAR ADMINISTRATION  
सचिवालय / SECRETARIAT

**NOTIFICATION**

Port Blair, dated the 14<sup>th</sup> November, 2011

No.244/2011/F. No 1-52/2011-UD.— WHEREAS, the draft Andaman and Nicobar Islands (Port Blair Municipal Council) Recruitment Rules, 2011 was published in The Daily Telegrams in its issue dated 13.07.2011 inviting suggestions/objections from those likely to be affected before the final publications of the said Recruitment Rules, giving a period of 30 days for filing suggestions and objections.

AND, WHEREAS, suggestions received from various quarters have been examined and given due consideration.

NOW, THEREFORE, in exercise of the powers conferred under Sub-Section 2(a) of Section 203 of the Andaman and Nicobar Islands (Municipal) Regulations, 1994 and in supersession of Schedule-XII, XIII, XIV, XV, XVI, XIX, XX, XXI & XXII of Notification No. 152/2006/F.No. 3-132/2005-LSG dated 25-08-2006 and of all other powers enabling him in this behalf, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following rules regulating the method of recruitment to the **Group 'C' posts of Painter, Assistant Painter, Assistant Carpenter, Assistant Mason, Mate/Head Worker, Assistant Chargeman (Mech.), Head Mechanic, Work Assistant (Mech.) and Mechanic /Mechanic Trademan** borne in the establishment of PBMC, Port Blair with immediate effect, namely :-

**1. Short title and commencement :-**

- These rules may be called the Andaman and Nicobar Islands (Port Blair Municipal Council) Recruitment Rules, 2011.
- They shall come into force on the date of their publication in the Official Gazette.

**2. No. of posts, its classification and the scale of pay :-**

The number of posts, classification and the scale of the pay attached thereto shall be as specified in paras 2, 3 & 4 of the Schedule - I to IX annexed hereto.

**3. Method of recruitment, age limit, qualifications :-**

The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in paras 5 to 15 of the Schedules annexed hereto.

**4. Disqualifications :-**

No person —

- Who, has entered into or contracted a marriage with a person having a spouse living;

Or

- Who, having a spouse living, has entered into or contracted a marriage with any person(s), shall be eligible for appointment to the said post :

Provided that, the Lt. Governor (Administrator), A & N Islands, may if, satisfied that such marriage is permissible under the personal law, applicable to such persons and the other party to the marriage or there are other grounds for so doing, exempt any person from the operation of these rules.

#### 5. **Power to relax** :-

Where the Lt. Governor (Administrator), A & N Islands, is of the opinion that it is necessary or expedient to do so, he may by order, for reasons to be recorded in writing and, if necessary, relax any of the provisions of these rules, with respect to any class or category of person(s).

#### 6. **Savings** :-

Nothing in those rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the Scheduled Castes, Scheduled Tribes, Ex-serviceman and other special categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

**Lt. Genl. (Retd.) Bhopinder Singh**  
Lt. Governor, A&N Islands.

By order and in the name of the Lt. Governor, A&N Islands.

Sd./-  
**(K. Hamza)**  
Deputy Secretary (PWD/UD)

### **SCHEDULE - I**

### **RECRUITMENT RULES FOR THE POST OF PAINTER IN PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Painter</b>
2.	No. of post	01 ( One)* 2011 *(Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs. 1900
5.	Whether selection post or non-selection post	Selection
6.	Whether benefits of added years of service admissible under the Municipal Council Pension Rule, 1992 ?	Not applicable
7.	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) <b>Note</b> : The crucial date for determining the age limit shall be the closing date for receipt of names from employment exchange/applications from candidates.
8.	Educational qualifications for direct recruitment	<b>Essential:</b> 1. Secondary School Examination (X <sup>th</sup> Std.) passed from a recognized Board /Institution. 2. ITI Certificate in the trade from a recognized Industrial Training Institute. 3. Should qualify in the trade test.

		<b><u>Desirable:</u></b> 02 years experience in the concerned field from Government Department or in a private Organization of repute.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Age : Not applicable Educational Qualification : Not applicable
10.	Period of probation, if any	2 (Two) years for direct recruits
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	By promotion, failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/ deputation/ transfer to be made	<b><u>Promotion:</u></b> From amongst the Assistant Painters of the Council in the Scale of Pay in PB-1 of Rs. 5200-20200 with Grade Pay of Rs. 1800 with <b>03 years</b> regular service in the grade and qualify in the trade test.
13.	If a DPC exists, what is its composition ?	<b><u>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</u></b> Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) - Member or above, A&N Administration Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-I

**Annexure to Schedule – I****The duties of the Painter are as below:-**

1. To be responsible to do the painting works which requires perfect finishing and colouring.
2. To be responsible for lettering.
3. To be responsible for mixing of paint with its ingredience like leenseed oil, strainer, thinner etc.
4. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - II****RECRUITMENT RULES FOR THE POST OF ASSISTANT PAINTER IN  
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Assistant Painter</b>
2.	Number of post	06 ( Six)* 2011 * (Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs. 1800
5.	Whether selection or non-selection post	Not applicable
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule, 1992 ?	Not applicable
7.	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) <b>Note</b> : The crucial date for determining the age limit shall be the closing date for receipt of name/applications from employment exchange/candidates.
8.	Educational qualifications for direct recruitment	<b>Essential:</b> 1. Secondary School Examination (10 <sup>th</sup> Std.) passed from a recognized Board /Institution. 2. ITI Certificate in the trade from a recognized Industrial Training Institute. 3. Should qualify in the trade test. <b>Desirable:</b> 02 years experience in the concerned field from Government Department or in a private Organization of repute.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	100% by transfer, failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made	<b>Transfer:</b> From amongst the Mazdoors working in the Council with 02 years experience in the field and qualify in the trade test
13.	If a DPC exists, what is its composition ?	<b>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</b> Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A&N Administration - Member Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-II

**Annexure to Schedule – II****The duties of the Assistant Painter are as below:-**

1. To assist the Painter for painting works.
2. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - III****RECRUITMENT RULES FOR THE POST OF ASSISTANT CARPENTER IN  
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Assistant Carpenter</b>
2.	Number of post	30 (Thirty)* 2011 *(Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay /Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs. 1800
5.	Whether selection or non-selection post	Not applicable
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule,1992 ?	Not applicable
7.	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) <b>Note :</b> The crucial date for determining the age limit shall be the closing date for receipt of names/applications from employment exchange/Candidates.
8.	Educational qualifications for direct recruitment	<b><u>Essential:</u></b> <ol style="list-style-type: none"> <li>1. Secondary School Examination (Xth Std.) passed from a recognized Board/ Institution.</li> <li>2. One year Certificate Course in Carpentry from a recognized Institution.</li> </ol> <b><u>Desirable:</u></b> <ol style="list-style-type: none"> <li>1. Two years ITI Trade Certificate in Carpentry from a recognized NCVT affiliated Institute</li> <li>2. Two years practical experience in any reputed unit.</li> </ol>
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	100% by transfer, failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion / deputation / transfer to be made	<b><u>Transfer:</u></b> From amongst the Mazdoors working with the Carpenter of the Council who have put in at least 02 years of experience and qualify in the trade test.

13.	If a DPC exists, what is its composition ?	<b>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</b> Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A & N Administration - Member Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-III

**Annexure to Schedule – III**

**The duties of the Assistant Carpenter are as below :-**

1. To assist the Carpenter.
2. To be responsible to carryout the wood work including making of door, window frame & shutters.
3. To do other wood works as directed by Junior Engineer.
4. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - IV**

**RECRUITMENT RULES FOR THE POST OF ASSISTANT MASON IN  
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Assistant Mason</b>
2.	Number of post	36 ( Thirty Six)* 2011 * (Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs.1800
5.	Whether selection or non-selection post	Not applicable
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule,1992 ?	Not applicable
7.	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) <b>Note :</b> The crucial date for determining the age limit shall be the closing date for receipt of name/ applications from employment exchange/ Candidates.
8.	Educational qualification for direct recruitment	<b>Essential:</b> 1. Secondary School Examination (Xth Std.) passed from a recognized Board/ Institution. 2. ITI Certificate in the trade from a recognized Industrial Training Institute. 3. Should qualify in the trade test.

		<b><u>Desirable:</u></b> 02 years experience in the relevant field from Government Department or in a private Organization of repute.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	100% by transfer, failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made	<b><u>Transfer:</u></b> From amongst the Mazdoors working with Mason in the Council with 02 years experience in the field and qualify in the trade test.
13.	If a DPC exists, what is its composition ?	<b><u>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</u></b>  Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A&N Administration - Member  Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-IV

**Annexure to Schedule – IV****The duties of the Assistant Mason are as below:-**

1. To do the Masonry work at site as directed by the Junior Engineer, including concrete, plastering, flooring etc.
2. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - V****RECRUITMENT RULES FOR THE POST OF MATE/HEAD WORKER IN  
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Mate / Head Worker</b>
2.	Number of post	04 ( Four)* 2011 *(Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs.1800
5.	Whether selection or non-selection post	Not applicable
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule,1992 ?	Not applicable
7.	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions or orders issued by Central Govt.) <b>Note</b> : The crucial date for determining the age limit shall be the closing date for receipt of names from employment exchange/applications from candidates.
8.	Educational qualification for direct recruitment	<b>Essential:</b> Secondary School Examination (Xth Std.) passed from a recognized Board/Institution.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	100% by transfer, failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made	<b>Transfer:</b> From amongst the Mazdoors of the Council with 02 years experience in the field and qualify the trade test
13.	If a DPC exists, what is its composition ?	<b><u>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</u></b>  Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A&N Administration - Member  Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-V



**Annexure to Schedule – V****The duties of the Mate/Head Worker are as below :-**

1. To be responsible for supervision of works at site. To be responsible for extract the quantum of work from the workers.
2. To regulate the specification of work and measurement of the work and communicate the same to the Junior Engineer.
3. To be responsible for preparation of day to day materials record for the site under own supervision.
4. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - VI****RECRUITMENT RULES FOR THE POST OF ASSISTANT CHARGEMAN (MECH.) IN  
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Assistant Chargeman (Mech.)</b>
2.	Number of post	02 (Two)* 2011 * (Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs. 2800
5.	Whether selection or non-selection post	Non-Selection
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule, 1992 ?	Not applicable
7.	Age limit for direct recruits	18 – 33 years for male 18- 38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions and orders issued by the Central Govt.) <b>Note :</b> The crucial date for determining the age limit shall be the closing date for receipt of names from employment exchange/ applications from candidates
8.	Educational qualification for direct recruitment	<b>Essential:</b> 1. Degree in Mechanical/ Automobile Engineering from a recognized University. <b>Or</b> Diploma in Mechanical/Automobile Engineering from a recognized University /Institute with 2 years experience in the field 2. Should qualify in the written examination to be conducted by the concerned authority.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Age & Educational Qualification: No
10.	Period of probation, if any	2 (Two) years for direct recruit

11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	By promotion, failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made	<b>Promotion:</b> From amongst the Head Mechanics of the Council in the pay scale in PB-1 of Rs. 5200-20200 with Grade Pay Rs. 2400 with <b>05</b> years regular service in the grade and qualify in the trade test.
13.	If a DPC exists, what is its composition ?	<b><u>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</u></b>  Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A&N Administration - Member Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-VI

**Annexure to Schedule – VI****The duties of the Assistant Chargeman (Mech.) are as below:-**

1. To assist the Chargeman, supervise, instruct and guide Mechanics and other skilled personnel working in the workshop.
2. To attend all complicated nature of works of all machineries of the workshop.
3. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - VII****RECRUITMENT RULES FOR THE POST OF HEAD MECHANIC IN  
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Head Mechanic</b>
2.	Number of post	02 (Two)*2011 * (Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs. 2400
5.	Whether selection or non-selection post	Selection
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule, 1992 ?	Not applicable
7.	Age limit for direct recruits	18 - 33 years for male 18 - 38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions and orders issued by the Central Govt.)

		<b>Note :</b> The crucial date for determining the age limit shall be the closing date for receipt of names from employment exchange/ applications from candidates
8.	Educational qualifications for direct recruitment	<b>Essential:</b> 1. Pass in Secondary School Examination (10 <sup>th</sup> Std.) from a recognized Board/ Institution. 2. Certificate in Mechanic trade of two years duration from a recognized Institution. 3. Three (3) years experience as Mechanic in any workshop of repute. 4. Should qualify in the trade test. <b>Desirable:</b> Diploma in Automobile/Mechanical from a recognized Institution.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 (Two) years for direct recruits
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	By promotion, failing which by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made	<b>Promotion:</b> From amongst the Mechanics of the Council in the pay scale in PB-1 of Rs. 5200-20200 with Grade Pay of Rs. 1900 with 08 years regular service in the grade and qualify in the trade test.
13.	If a DPC exists, what is its composition ?	<b>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</b> Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A&N Administration - Member Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-VII

### **Annexure to Schedule – VII**

#### **The duties of the Head Mechanic are as below:-**

1. To control and guide the work of group of Mechanics or Fitter or other skilled personnel working in the workshop or repair and maintenance of specialized type of heavy construction equipments such as bulldozer, graders, asphaltic equipments etc.
2. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - VIII****RECRUITMENT RULES FOR THE POST OF MECHANIC/MECHANIC TRADEMAN  
IN PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Mechanic/Mechanic Trademan</b>
2.	Number of post	06 (Six)*2011 * (Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs. 1900
5.	Whether selection or non-selection post	Selection
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule, 1992 ?	Not applicable
7.	Age limit for direct recruits	18 - 33 years for male 18 - 38 years for female (Relaxable for Govt. Servants upto 5 years in accordance with the instructions and orders issued by the Central Govt.) <b>Note :</b> The crucial date for determining the age limit shall be the closing date for receipt of names from employment exchange/ applications from candidates
8.	Educational qualification for direct recruitment	<b><u>Essential:</u></b> 1. Pass in Secondary School Examination (10th Std.) from a recognized Board/ Institution. 2. Certificate in Mechanic trade of two years duration from a recognized Institution. 3. Should qualify in the trade test.
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	2 ( Two) years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	66 2/3 <sup>rd</sup> % by promotion, failing which by direct recruitment and 33 1/3 <sup>rd</sup> % by direct recruitment
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made	<b><u>Promotion:</u></b> From amongst the Assistant Mechanics of the Council in the pay Scale in PB-1 of Rs.5200-20200 with Grade Pay Rs. 1800 with 3 years regular service in the grade and qualify in the trade test .
13.	If a DPC exists, what is its composition ?	<b><u>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</u></b>  Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A&N Administration - Member Two Experts to be nominated by Chief Secretary, A&N Administration - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-VIII

**Annexure to Schedule –VIII****The duties of the Mechanic/Mechanic Trademan are as below:-**

1. To service/repair and overhaul adjustment to controls, opening, inspection and assemble of mechanical plants.
2. To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

**SCHEDULE - IX****RECRUITMENT RULES FOR THE POST OF WORK ASSISTANT (MECH.) IN  
PORT BLAIR MUNICIPAL COUNCIL**

1.	Name of post	<b>Work Assistant (Mech.)</b>
2.	Number of post	01 (One)* 2011 *(Subject to variation dependent on workload)
3.	Classification	Group 'C' (Municipal Services)
4.	Pay Band and Grade Pay/Pay Scale	PB-1 Rs. 5200-20200 with Grade Pay Rs. 2400
5.	Whether selection or non-selection post	Selection
6.	Whether benefit of added years of service admissible under the Municipal Council Pension Rule, 1992 ?	Not applicable
7.	Age limit for direct recruits	Not applicable
8.	Educational qualification for direct recruitment	Not applicable
9.	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees ?	Not applicable
10.	Period of probation, if any	Not applicable
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation/ transfer and percentage of the vacancies to be filled by various methods	By promotion
12.	In case of recruitment by promotion/ deputation/transfer, grades from which promotion/deputation/transfer to be made	<b><u>Promotion:</u></b> From amongst the Mechanics/Mechanic Trademen/ Black Smiths/Tyremen of the Council in the pay Scale in PB-1 of Rs.5200-20200 with Grade Pay Rs. 1900 with 08 years regular service in the grade and qualify in the trade test
13.	If a DPC exists, what is its composition?	<b><u>DPC composition as per Rule 5(4) of A&amp;N Islands Municipal Services (Classification, Control and Appeal) Rules, 2008 :</u></b> Secretary, Municipal Council - Chairman Officer of the rank of Assistant Secretary (UD) or above, A&N Administration - Member Two Experts to be nominated by Chief Secretary, A&N Administration - Member

14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule-IX

**Annexure to Schedule – IX****The duties of the Work Assistant (Mech.) are as below:-**

1. To supervise the complete work undertaken within the workshop complex.
2. To supervise the accounting system of consumables.
3. To assist Junior Engineer in maintaining the dismantle account.
4. To execute major earth excavation work by deploying machineries.

To do any other duty as may be assigned by the Secretary/Council from time to time in the interest of the Council.

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